

## **Minutes of the Executive Board of the Democratic Club of Sunnyvale**

**Date:** August 27, 2012  
**Time:** 7:30 p.m.  
**Place:** 778 Steuben Drive, Sunnyvale

**Directors Present:** Vimala Balan (7:50 p.m.)  
Claude Nahum  
Margaret Okuzumi  
Nancy Smith  
Carol Weiss  
David Wessel

**Guests:** Terry Fowler

**Call to Order:** Mr. Wessel called the meeting to order at 7:40 p.m.

**Approval of Minutes:** Ms. Okuzumi moved approval of the minutes, Mr. Nahum seconded. The minutes were unanimously approved.

- Discussion items :**
1. CFO Position: Mr. Fowler inquired as to the duties of the CFO position. He expressed concern about a possible overlap with the treasurer's duties. Ms. Smith explained that the CFO would be mainly occupied with fundraising and compliance responsibilities, whereas the treasurer's job involves more bookkeeping functions.
  2. Club's financial situation: Mr. Wessel expressed concern about having sufficient funds to pay the Fairbrae monthly rental (\$75). Mr. Nahum replied that at the most recent general membership meeting, \$510 in membership dues was received. The discussion continued briefly as to the feasibility of selling "SWAG" to raise additional monies.
  3. Vice President of Messaging: Is this position needed? Mr. Wessel stated that he thinks it is a very important office. Ideally, someone who has expressed an interest in this position/has prior experience would be an ideal candidate. Ideally, this would be someone who would communicate with the club's members via Facebook,, e.g., would oversee

the club's website and who would be adept at getting the club's name out to the community. In short, this would be building the reputation of the club in the community. It was questioned whether a former council member or someone in marketing would be suitable and available. Various names were suggested as possibilities. Whoever this candidate might be, she/he should attend the club's September meeting and join, so as to be eligible to run for election at the October meeting.

**Action items:** Ms. Weiss will contact Steve Preminger and Mr. Fowler will contact Dianne McKenna for suggestions of possible candidates.

Mr. Wessel will contact Dennis Chiu to determine his interest, post election, in filling this position.

**Treasurer's Report :** Ms. Balan reported that as of August 27, 2012, the club's balance is \$2671.90. All expenses have been pre-paid. She noted that there has been a change in the zipcode of the club's post office box, so this change might have to be noted on the membership form. It was moved by Ms. Okuzumi and seconded by Mr. Wessel to waive the membership fee for a particular member who has been unemployed for a long time. The motion passed by a unanimous vote.

**Political Activities Report:**

Ms. Okuzumi reported that the State Democratic Party wants local clubs to work in Get Out the Vote (GOTV) in Battleground California. She noted that this is an important activity in which to involve our membership. At DeAnza College, there is also GOTV non-partisan activity.

Mr. Nahum suggested having phone bank parties. He has a list of names of five volunteers to work on the membership committee.

**Action item:** Mr. Nahum will e-mail these five volunteers to see when they can get together for the first committee meeting, which should be before September 15.

The Democratic Volunteer Center and Organizing for America (OFA) have parties to watch Obama's acceptance speech, Thursday evening, September 6.

The DVC is located at 350 El Camino Real in Menlo Park. The Watch Party starts at 4 p.m. and Obama's speech is expected to start at 6 p.m.

**Action item:** Mr. Nahum will e-mail members and they will be encouraged to attend.

**Action item:** ...Ms. Okuzumi will help Mr. Nahum get set up on MOE (Mobilize, Organize, Elect) software, to develop e-mail lists for Sunnyvale Democrats. This would be a useful GOTV tool

### **Upcoming General Membership Meeting:**

September 15, 2012

Agenda: League of Women Voters Pro-Con Forum

It was decided to ask the LWV participants to bring their own equipment; however, the DCS can provide microphones. The Pro-Con Forum on the 11 ballot propositions will be the first item on the agenda; the club's business items will follow. These will be:

- a) a vote by members in good standing to create the position of Chief Financial Officer (CFO).
- b) The election of a CFO. Nominations will be taken from the floor. Terry Fowler's name will be one of those nominated.
- c) Mr. Nahum will solicit volunteers for various committees, especially the membership committee.
- d) Ms. Okuzumi will advocate various political activism opportunities.

**Action item:** Ms. Smith will contact Lisa Rosenbloom Director of the Sunnyvale Library, to present the various library proposals at the October 20 general membership meeting.

Meeting Reminders: Mr. Nahum suggested e-mail notices go out one to two weeks before a meeting, and follow-up phone calls be made the Wednesday preceding a meeting.

Mr. Fowler will announce the DCS meeting of September 15 at the upcoming Sunnyvale City Council Meeting.

Ms. Smith made a motion to adjourn the meeting at 9:20. Ms. Okuzumi seconded the motion, which was unanimously approved.

**Next Meeting:** The next Executive Committee Meeting is Monday, September 24, 2012.

Respectfully submitted,  
Carol L. Weiss